

David Whitaker, Esq.
Director
Irvin Corley, Jr.,
Executive Policy Manager
Marcell R. Todd, Jr.
Senior City Planner

LaKisha Barclift, Esq
Rory Bolger, PhD
Timothy Boscarino
Kemba Braynon

City of Detroit

CITY COUNCIL

LEGISLATIVE POLICY DIVISION
208 Coleman A. Young Municipal Center
Detroit, Michigan 48226
Phone: (313) 224-4946 Fax: (313) 224-4336

Elizabeth Cabot, Esq
Janese Chapman
Derrick Headd
Anne Marie Langan
Jerry Pokorski
Analine Powers, PhD
Sabrina Shockley
Thomas Stephens
David Teeter
Kathryn Underwood

TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: August 11, 2014

RE: **REVIEW OF CONTRACTS AND PURCHASING FILES**

Attached is the list of contracts and purchase orders recommended by the Finance Department, Purchasing Division for the Week of August 11, 2014. The contracts are submitted to the City Council under the Recess Procedures approved July 15, 2014. All items on the enclosed list will be held through Wednesday, August 13, 2014. If Council Members object to or wish to hold any item on this list, please notify the Committee Clerk's office by 4 pm, Wednesday, August 13. All contracts, that are not held, will be considered approved and processed beginning Thursday, August 14, 2014.

Any contract that is held, will be held until the objection of the Council Member(s) holding the contract is withdrawn; Contracts held after the Recess period will be referred to the appropriate Committee for review and consideration.

The comments and review of the Legislative Policy Division staff are printed in bold following the contracts.

Attachment

cc:	Janice Winfrey	City Clerk
	Mark Lockridge	Auditor General
	Palencia Mobley	Mayor's Liaison
	Boysie Jackson	Purchasing Division
	Irvin Corley	Legislative Policy Division
	Marcell Todd	Legislative Policy Division

Statistics compiled for the list of Contracts and Purchases submitted for Week of August 11, 2014.

Department	No. of Contracts or Purchase Orders	Detroit-Based Business Bids	Change, Extension Increases, Renewals	Located in Detroit
Finance	1	0	1 Renewal	0
Municipal Parking	1	1	0	1
Public Works	1	1	0	1
Transportation	1	1	0	1
<hr/>				
Totals	4	3 Detroit-Based Business Bids	1 Renewal	3

The Honorable City Council
Contracts and Purchase Orders, Statistics
Items Submitted for Week of August 11, 2014

Page 2

This list represents expenditures totaling \$271,442.23

Included in the total costs are the following:

City General Fund	\$ 206,882.63
Grants Fund	\$ 64,559.60

TO: The Honorable City Council

FROM: David Whitaker, Director
Legislative Policy Division Staff

DATE: August 11, 2014

RE: **CONTRACTS AND PURCHASE ORDERS SCHEDULED TO BE CONSIDERED
DURING RECESS WEEK OF AUGUST 11, 2014**

FINANCE

2838944 100% City Funding – To Provide Five (5) New Software Licenses for GL Wands, Eight (8) Report Wand Licenses and Software Equipment for 95 Licenses – Contractor: Excel4Apps, Location: 2581 Washington Road, Suite 232, Pittsburgh, PA 15241 – Contract Period: December 19, 2014 through December 19, 2017 – Contract Amount: \$110,411.63

Costs budgeted to General Fund, Acct. 1000-230130-000078-617900-00245-0-A5020, Appropriation for Accounts Division-Admin. includes available funding of \$4,515,6334 as of August 7, 2014.

This is the fourth revision of this contract. The first contract renewal was for a 1-year term, through Feb. 14, 2013, for a cost of \$23,775.81. The second contract renewal was through Feb. 14, 2014, the renewal included a 5% increase to \$24,964.60. The current renewal of the contract is covering the costs to prorate for the addition of 5 new software licenses and the renewal of for 3-years of support and 95 software licenses and software maintenance/updates. The software is used with multiple departments to capture financial data.

The software is an Excel-based financial reporting system used with Oracle. The software tool is required for the preparation of the annual CAFR and other financial reports; The Finance department owns the equipment and the software is proprietary to this vendor. According to the department, the software is specialized software for municipal accounting and due to the fact that the software is proprietary to the vendor, the contract has not been rebid.

In the most recent 3rd revision of January 2014, the contract was renewed for one year, February 15, 2014 through Feb. 14, 2015 for \$25,000. The \$110,411.63 cost for the current 3-year renewal includes 3-years of software support and GL WAND Licenses estimated at \$29,799.75 per year (\$89,339.25), plus the prorated cost for 5 new licenses at \$10,305.40 and 8 Report Wand licenses plus prorate at \$10,766.98. Also included, is a negotiated cost reduction to eliminate the 5% escalation of the prior agreement.

Contract checklist, received Dec. 10, 2013, indicates the contract renewal is essential for the production of City Financial Statements; this is an exclusive software for government entities.

Covenant of Equal Opportunity Affidavit signed 11-26-13; TAXES: Good Through 12-4-14 and 6-30-14; Hiring Policy Compliance Affidavit signed 11-26-13; Slavery Era Records Disclosure Affidavit signed 11-26-13, indicating business established 2006, no records to disclose.

MUNICIPAL PARKING

2892390 100% City Funding – To Provide Towing, Services for Abandoned Vehicles Citywide – Contractor: Michigan Auto Recovery, Location: 8850 Southfield, Road, Detroit, MI 48228 – Contract Period: July 1, 2014 through June 30, 2017 – Contract Amount: \$51,000.00

Costs for the ABAN programs are indicated to be budgeted to General Fund, Acct. 1000-340083-000144-617900-00102-0-A3570, Appropriation for Parking Violations Bureau includes available funding of \$4,711,328.93 August 7, 2014.

The contract is for towing services for the Abandoned Vehicle Program, administered by the Municipal Parking Department. The Abandoned Vehicle Program contracts are “no bid contracts.” Contracts are recommended with businesses that are currently Police-authorized towers that have agreed to the terms of the Abandoned Vehicle Program.

Two (2) contracts were approved on July 8, 2014, and Eight (8) contracts were approved July 15, 2014, One (1) contract is included on the July 22, 2014 Agenda, four (4) contracts were on the Committee’s Agenda for July 21 and four (4) were approved on July 29; to provide towing for the Abandoned Vehicle Program. All contracts are being submitted for the same terms, including a 3-year period from July 1, 2014 through June 30, 2017 for an estimated cost of \$51,000. The contracts include the option to extend the contract 2 additional years.

With the 1 contracts include on this list, there will be a total of 20 contracts to provide towing services for the ABAN program.

Municipal Parking has indicated their goal is to have vendors in different areas of the City, to respond to abandoned vehicles in their respective areas. Identifying and tagging vehicles as abandoned will continue to be done by Police officers.

Vehicles that are identified and tagged as abandoned are to be towed to the City Impound Lot at 6311 Caniff for the specified amount of \$125 per tow. Contractors are required to provide a minimum of 2 trucks dedicated to the performance of this contract; Services of contractor may be requested between 7 AM to 10 PM, 7 days per week.

Payment to the contractor to be based on the receipt of a monthly invoice providing details that include: Towing authorization number; Date of tow; Vehicle make, model, license plate (if possible) and vehicle identification number.

Covenant of Equal Opportunity Affidavit signed 5-7-14;

TAXES: Good Through 8-1-15;

Hiring Policy Compliance Affidavit signed 5-7-14, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 5-7-14.

PUBLIC WORKS

2896148 100% City Funding – To Provide Rodenticide (Rat Bait) – Contractor: T&N Services, Inc., Location: 2940 E. Jefferson, Detroit, MI 48045 – Contract Period: August 1, 2014 through July 31, 2016 – Contract Amount: \$45,471.00/2 yrs

Costs budgeted to Acct. 3401-190421-621900-12943, Appropriation for Solid Waste Management includes available funding of \$338,368.25 as of August 7, 2014.

There were seven bids solicited and 3 bids received from *two* bidders. T&N submitted the winning lowest bid. The bids included Nedd Exterminating of Inkster, MI at \$56,805, with the third lowest bid; T&N Services of Detroit, MI at \$48,919.20, with the second lowest bid and with an *alternate bid*, T&N Services of Detroit, MI, had the lowest bid at \$40,014.48. According to Purchasing, a bidder has the opportunity to submit an alternate bid, if the prospective bidder has a comparable product not specified in the bid documents at a lower price. If applicable, as in this case, the alternate bid may be selected as the winning bid.

The purchase order provided for 3 types of bait; Quantities and costs indicated to be 3 sets of 300 units as follows: 300 units for \$51.27 per unit (total price \$15,381); 300 units for \$71.36 per unit (total price \$21,408); and 300 units for \$28.94 per unit (total price \$8,682).

Covenant of Equal Opportunity Affidavit signed 6-12-14;

TAXES: Good Through 5-21-14;

Hiring Policy Compliance Affidavit signed 6-12-14, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 6-12-14, indicating business did not exist during slavery.

TRANSPORTATION

2895810 20% State, 80% Federal Funding – To Provide One (1) Warehousing Truck with Attached Steel Flatbed Stake Body – Contractor: Jorgensen Ford, Location: 8333 Michigan Avenue, Detroit, MI 48210 – Contract Amount: \$64,559.60

Costs budgeted to Transportation Grant Fund, Acct. 5303-208409-000058-6444600-10330-000000-DOT51, Appropriation for Capital Grants Federal/State-2 includes available funding of \$131,176,092.57 as of August 7, 2014.

This contract is designated as an one-time purchase contract. There were 3 bids solicited, but only one bid received.

The purchase is for one warehousing truck with an attached steel flatbed. The bid met the actual cost of the truck with the steel flatbed, which matches the invoice cost of \$64,559.60.

TAXES: Good Through 7-17-15 and 8-15-14;

Hiring Policy Compliance Affidavit signed 6-20-14, Employment application submitted complies;

Slavery Era Records Disclosure Affidavit signed 1-24-12, indicating business established 1999, so there are no records to disclose.